



# Foreign Affairs Manual

## 15 FAM – Overseas Buildings Operations

**Change Transmittal:** OBO-10

**Date:** August 24, 2006

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## 15 FAM 400 REAL PROPERTY ACQUISITION ABROAD

### Changes

1. **15 FAM 410, General Policy and Scope:** There are revisions throughout the subchapter, with an emphasis on use of plain language.
2. **15 FAM 420, Professional and Technical Services:** There are revisions throughout the subchapter, with an emphasis on use of plain language.
3. **15 FAM 430, Post Responsibilities and Procedures:** There are revisions throughout the subchapter, with an emphasis on use of plain language.
4. **15 FAM 440, Purchase Agreements:** There are revisions throughout the subchapter, with an emphasis on use of plain language. Authorities for purchasing properties have been clarified. Additionally, the model option agreement for the purchase and sale of real estate has been revised.
5. **15 FAM 450, Required Documentation:** There are revisions throughout the subchapter, with an emphasis on use of plain language.
6. **15 FAM 460, USAID Acquisition of Property:** There are revisions throughout the subchapter, with an emphasis on use of plain language.
7. **Change transmittal** has replaced the term, transmittal letter. Change transmittal was selected as being more appropriate in this age of electronic information transmission.
8. Revisions since the last update appear in *italic* and *dark magenta*. Other than formal titles, the italic and dark magenta will be removed

the next time the material is updated. Only current changes will appear in italic and dark magenta. Italic and dark magenta provide an historical record of changes.

9. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1115.2).

## **Filing Instructions for Paper Copies**

1. Remove and discard old subchapter 15 FAM 410 (issued under CT:OBO-1, 04-29-2005; 4 pages) and replace it with revised subchapter 15 FAM 410 (4 pages).
2. Remove and discard old subchapter 15 FAM 420 (issued under CT:OBO-1, 04-29-2005; 3 pages) and replace it with revised subchapter 15 FAM 420 (3 pages).
3. Remove and discard old subchapter 15 FAM 430 (issued under CT:OBO-1, 04-29-2005; 9 pages) and replace it with revised subchapter 15 FAM 430 (11 pages).
4. Remove and discard old subchapter 15 FAM 440 (issued under CT:OBO-1, 04-29-2005; 11 pages) and replace it with revised subchapter 15 FAM 440 (17 pages).
5. Remove and discard old subchapter 15 FAM 450 (issued under CT:OBO-1, 04-29-2005; 2 pages) and replace it with revised subchapter 15 FAM 450 (2 pages).
6. Remove and discard old subchapter 15 FAM 460 (issued under CT:OBO-1, 04-29-2005; 3 pages) and replace it with revised subchapter 15 FAM 460 (2 pages).
7. After inserting the material in the binder, insert this change transmittal immediately following the CT (formerly TL) checklist, then fill in the entry line for CT:OBO-10, and initial.

## **Distribution Notice**

1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).

3. Use **KFAM** and **AINF** TAGS on **all** communications on FAM/FAH issues; direct questions concerning issuance, validity, and updating to A/ISS/DIR. Direct questions concerning substance and interpretations to the office indicated at the end of this change transmittal.

**(OBO)**